

**AA-6376 (a, b &c)**  
**Administrative Special Permit**

Replace in the same footprint:

- a) a concrete driveway, including a new paver border, that would measure a maximum of thirty-two (32) feet in width on private property;
- b) a concrete driveway, including a new paver border, that would measure a maximum of twenty-two (22) feet in width in the East Melrose Street public right-of-way; and
- c) a concrete apron with a paver apron that would measure a maximum of twenty-six (26) feet in width.

Ms. Susan Goldberg &  
Mr. Geoffrey Etnire  
111 East Melrose Street

**CHEVY CHASE VILLAGE**  
**NOTICE OF RETROACTIVE ADMINISTRATIVE VARIANCE REQUEST**

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Please take notice that the Chevy Chase Village Building Officer and Village Manager will conduct an administrative review of a special permit application for the following:

**APPEAL NUMBER AA-6376 (a,b & c)**  
**MS. SUSAN GOLDBERG & MR. GEOFFREY ETNIRE**  
**111 EAST MELROSE STREET**  
**CHEVY CHASE, MARYLAND 20815**

The applicant seeks an administrative special permit pursuant to Section 8-13 of the Chevy Chase Village Building Code to replace in the same footprint: a) a concrete driveway, including a new paver border, that would measure a maximum of thirty-two (32) feet in width on private property; b) a concrete driveway, including a new paver border, that would measure a maximum of twenty-two (22) feet in width in the East Melrose Street public right-of-way; and c) a concrete apron with a paver apron that would measure a maximum of twenty-six (26) feet in width.

**The Chevy Chase Village Code § Sec. 8-26 states:**

Any driveway on private property may not exceed fifteen (15) feet in width without a special permit from the Board of Managers, except that the apron in front of a two-car garage may extend the full width of the two-car garage, provided that such apron does not exceed twenty (20) feet in length.

**The Chevy Chase Village Code § Sec. 8-30 states:**

(a) Any portion of a private driveway which crosses the public right-of-way may not exceed ten (10) feet in width without a special permit from the Board of Managers, except that the apron where the driveway connects with the street shall be allowed a five-foot radius on each side of the driveway for a total entrance at the curbside not to exceed twenty (20) feet in width.

Additional information regarding this appeal may be obtained at the Chevy Chase Village Office between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday, may be viewed on the Village website at [www.chevychasevillagemd.gov](http://www.chevychasevillagemd.gov) or you may contact the office for this information to be mailed to you.

This notice was mailed to abutting and confronting property owners on the 24<sup>th</sup> day of June 2013. Abutting or confronting property owners or any aggrieved resident may, within fifteen (15) days of the date the notices are issued, submit written comments and request that the application be submitted to the Board of Managers in accordance with Section 8-12 of the Chevy Chase Village Building Code.

**Chevy Chase Village Office**  
**5906 Connecticut Avenue**  
**Chevy Chase, Maryland 20815**  
**301-654-7300**

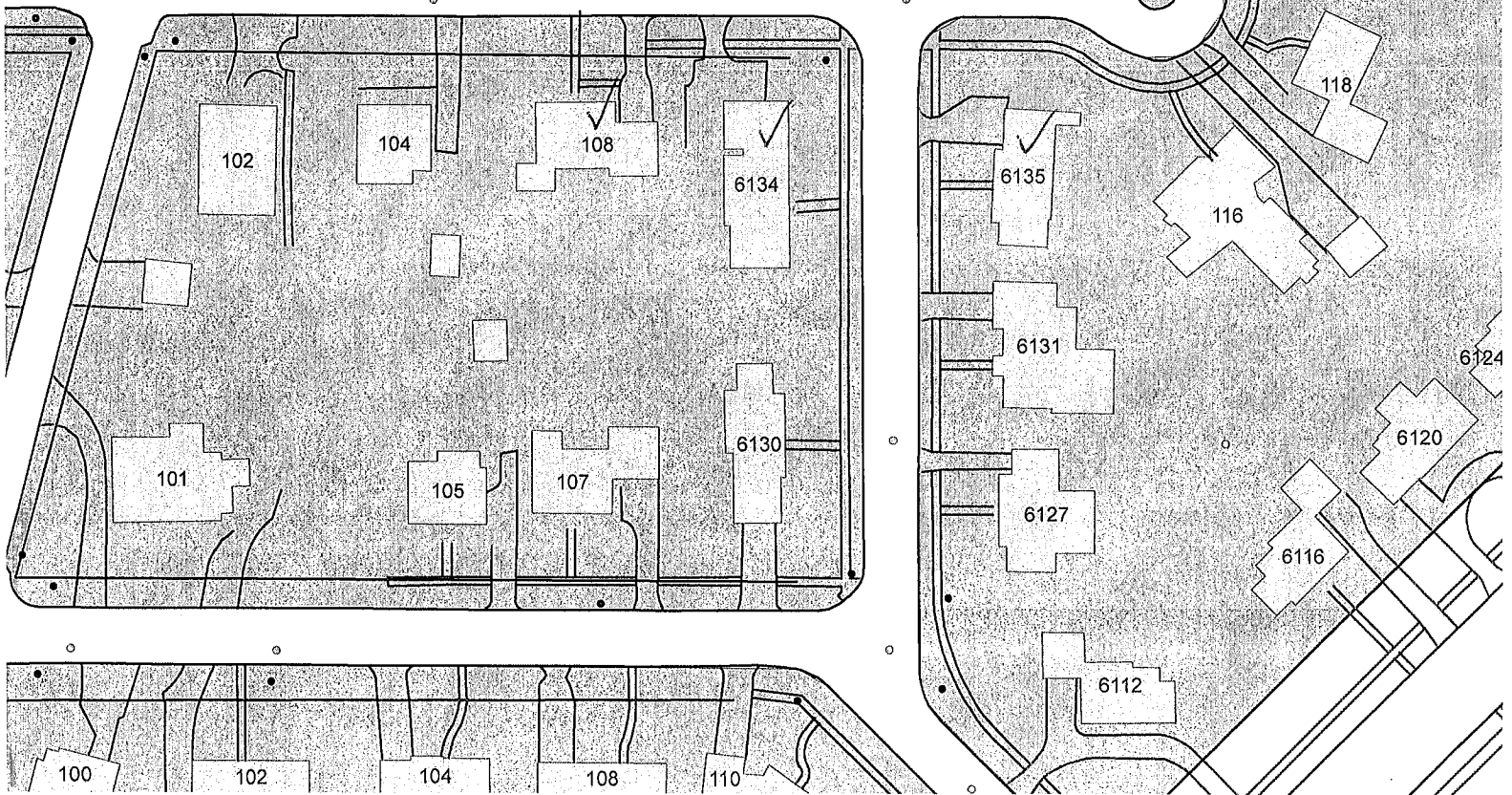
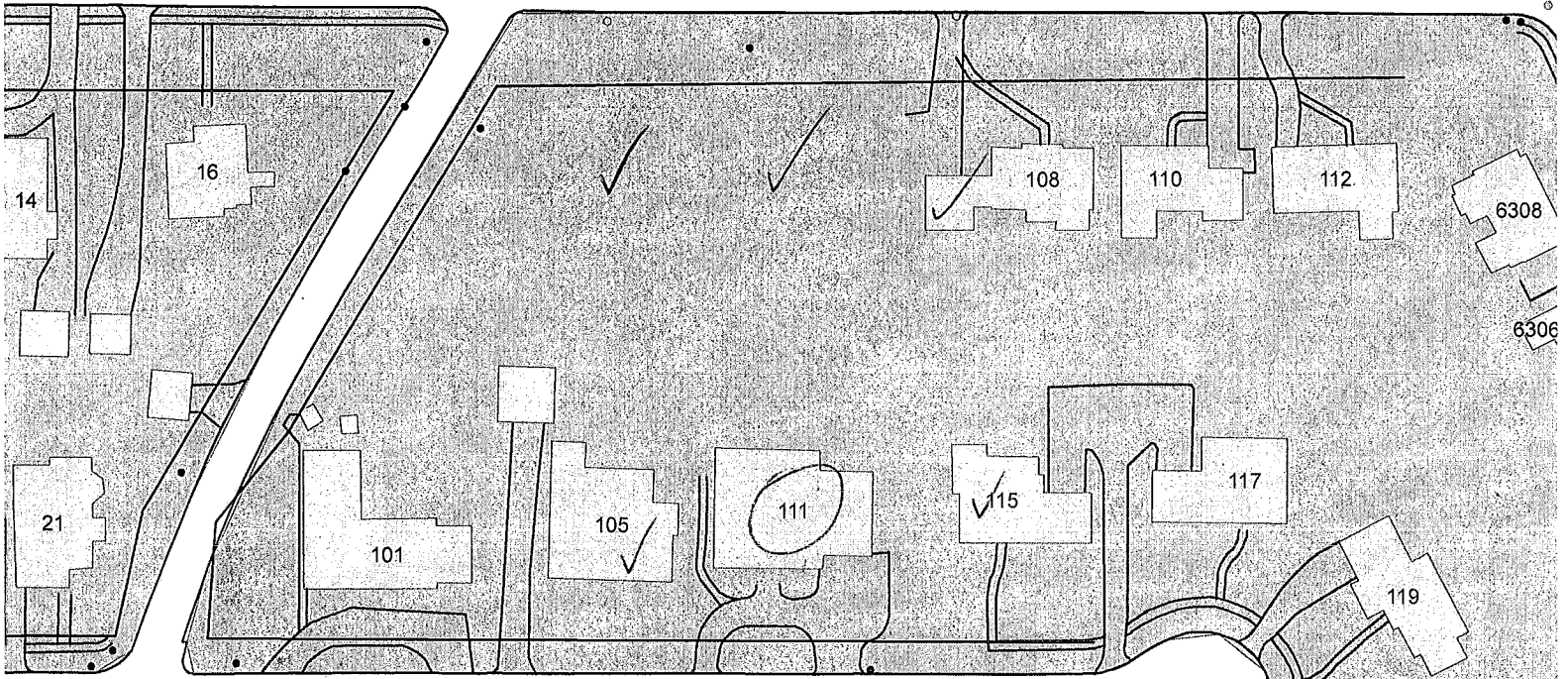
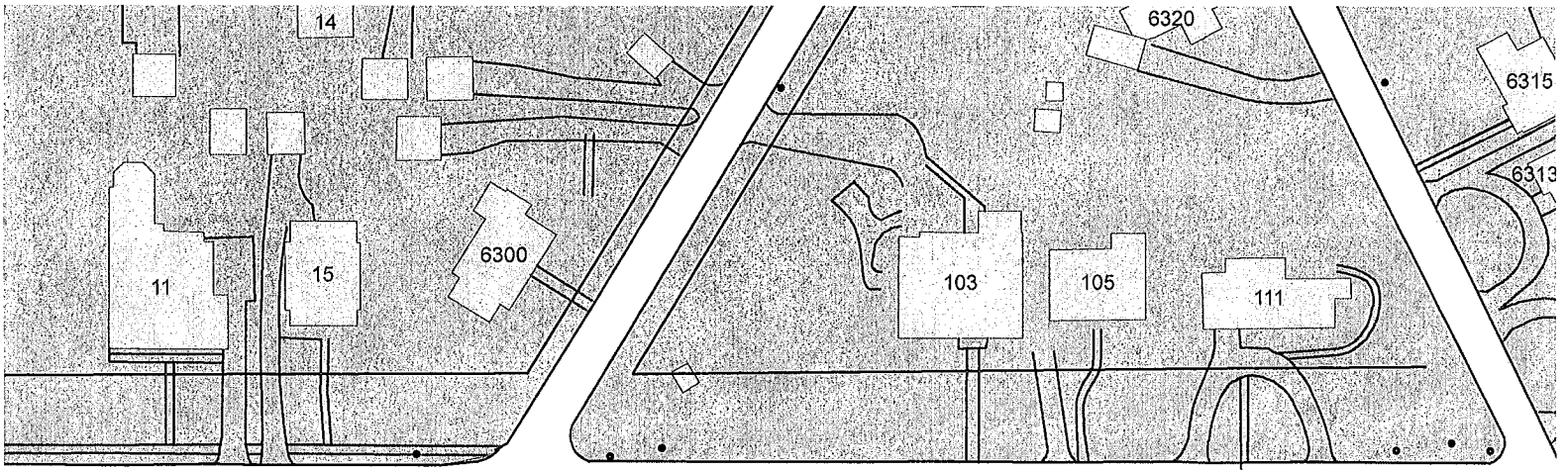
**MAILING LIST FOR APPEAL AA-6376**

**MS. SUSAN GOLDBERG & MR. GEOFFREY ETNIRE  
111 EAST MELROSE STREET  
CHEVY CHASE, MD 20815**

<b>Adjoining and confronting property owners</b>	
Mr. Brendan O'Neill, Sr. O'Neill Development Brewster-Lipscomb House 11 Russell Avenue Gaithersburg, MD 20877	Ms. Laura Rosenfeld Barnes; Mr. Phillip Rosenfeld; & Mr. David Rosenfeld c/o Mr. Ronald Rosenfeld 1881 N. Nash Street #TS 10 Arlington, VA 22209
Ms. Francesca Danieli & Mr. Gary Gensler Or Current Resident 105 East Melrose Street Chevy Chase, MD 20815	Mr. & Mrs. Patrick O'Brien Or Current Resident 115 East Melrose Street Chevy Chase, MD 20815
Mr. & Mrs. John H. Hanley Or Current Resident 108 East Melrose Street Chevy Chase, MD 20815	Mr. & Mrs. Jose Rodriguez Or Current Resident 6135 Nevada Avenue Chevy Chase, MD 20815
Mr. & Mrs. Christopher Maloney Or Current Resident 6134 Nevada Avenue Chevy Chase, MD 20815	Mr. Richard Ruda Or Current Resident 108 Newlands Street Chevy Chase, MD 20815

I hereby certify that a public notice was mailed to the aforementioned property owners on the 24<sup>th</sup> day of June 2013.

**Ellen Sands  
Permitting and Code Enforcement Coordinator  
Chevy Chase Village  
5906 Connecticut Avenue  
Chevy Chase, MD 20815**



## Chevy Chase Village

# Application for a Special Permit

Chevy Chase Village Code Section 8-1(aa) defines a Special Permit as permission granted by the Board of Managers in accordance with Article II Division B of this Chapter [8], to construct, install, remove or alter a structure or planting, or take other action where such permission is required by this Chapter.

Subject Property: <u>111 East Melrose St.</u>	
Describe the Proposed Project: <u>A decrease of surface concrete, no enlargement of existing driveway size, enhancement of current driveway with border of pavers - to create an aesthetic look with complementary stone walks + columns</u>	
Applicant Name(s) (List all property owners): <u>Susan Goldberg / Geoff Etnare</u>	
Daytime telephone: <u>216-905-1990</u>	Cell:
E-mail: <u>Sgoldberg1213@yahoo.com</u>	
Address (if different from property address):	
For Village staff use:	
Date this form received: <u>6/14/13</u>	Special Permit No: <u>AA-6377</u>

### Filing Requirements:

Application will not be accepted or reviewed until the application is complete

- ☐ Completed Chevy Chase Village Application for a Special Permit (this form)
- ☐ Completed Chevy Chase Village Building Permit Application
- ☐ A boundary survey or plat diagram with a margin of error of one tenth of a foot or less showing all existing structures, projections and impervious surfaces.
- ☐ Surveys, plats, engineering reports, construction plans/specifications or other accurate drawings showing boundaries, dimensions, and area of the property, as well as the location and dimensions of all structures/fences/walls/etc., existing and proposed to be erected, and the distances of such structures/fences/walls/etc., from the nearest property lines. These drawings shall incorporate and display reference dimensions from the boundary survey or plat diagram required above.
- ☐ Copy of Covenants, except for special permits authorized by Sections 8-22, 8-26 or Article IV of Chapter 8 of the Chevy Chase Village Code.
- ☐ Applicable special permit fee listed in Chapter 6 of the Village Code.

### Affidavit

I hereby certify that I have the authority to submit the foregoing application, that all owners of the property have signed below, that I have read and understand all requirements and that I or an authorized representative will appear at the scheduled public hearing in this matter. I hereby authorize the Village Manager, or the Manager's designee, and/or the Board of Managers to enter onto the subject property for the purposes of assessing the site in relation to this special permit request. I hereby declare and affirm, under penalty of perjury, that all matters and facts set forth in the foregoing application are true and correct to the best of my knowledge, information and belief.

Applicant's Signature: [Signature]

Date: 6/21/13

Applicant's Signature: [Signature]

Date: 6/21/13

**Describe the basis for the special permit request** (attach additional pages as needed):

Describe the reasons why approval of the special permit would not adversely affect the public health, safety or welfare or the reasonable use of adjoining properties:

Driveway dimensions remain the same - Attractive border of pavers to band outline  
of current drive - This will not adversely affect the character of this property  
or that of the neighborhood

Describe the reasons why the special permit can be granted without substantial impairment of the intent and purpose of Chapter 8 of the Chevy Chase Village Code, entitled *Buildings and Building Regulations*:

This permit will not adversely affect this property, the neighborhood, it will not  
create any unsafe conditions and it will not decrease any green space.  
It is an aesthetic improvement to the property and provides functionality to  
the residence with a tasteful Flagstone walk to the curb, handsome stone pedestals  
and a banded paver drive. (No increase in size)

In exercising its powers in connection with a special permit request, the Chevy Chase Village Board of Managers may reverse or affirm, wholly or partly, or may modify the requirement, decision or determination as it deems appropriate.

<b>Special Permit Filing Fees</b>	<b>Checks Payable To:</b> Chevy Chase Village 5906 Connecticut Ave. Chevy Chase, MD 20815
<p>Per Village Code Sec. 6-2(a)(24):</p> <p><input type="checkbox"/> \$300.00 for new construction.</p> <p><input checked="" type="checkbox"/> \$150.00 for replacing existing non-conformities.</p> <p><input type="checkbox"/> \$2,250.00 for demolition of main building.</p> <p><input type="checkbox"/> \$300.00 for demolition of accessory building or structure.</p> <p><input type="checkbox"/> \$300.00 for fences, walls, play equipment, trees, hedges, shrubbery in the public right-of-way.</p> <p><b>Fee Paid:</b> \$150      <i>Check # 9483</i></p>	<p><b>Date Paid:</b> 6/20/13</p> <p><b>Staff Signature:</b> <i>[Signature]</i></p>
	<p><b>Approved to Issue Building Permit per Board Decision Signed by the Board Secretary on:</b></p> <p><b>Date:</b> _____</p> <p><b>Signature:</b> _____ Village Manager</p>



Chevy Chase Village  
**Building Permit Application for  
Driveways and Other Features at Grade**

Permit No: AA-6376

**Property Address:**

111 E. MELROSE ST. CHEVY CHASE 20815

**Resident Name:** SUSAN GOLDBERG

Daytime telephone: 202 654 7344 Cell phone: 216 905 1990

After-hours telephone: 216 905 1990

E-mail: Sgoldberg1213@yahoo.com

**Primary Contact for Project:**

☒ Resident

☐ Architect

☐ Project Manager

☐ Contractor\*

\*MHIC/MD Contractor's License No. (required):

**Primary Contact Information:** SUSAN GOLDBERG (see above)

Name:

Daytime telephone:

After-hours telephone:

E-mail:

SECONDARY CONTACT: BOB HAWKINS 301. 440.

0590

**Check all that apply:**

☐ Driveway (If a new curb cut is required, note additional fee.)

☒ Walkway

☐ Patio, terrace, or deck at grade

**Check all appropriate boxes:**

Feature is: ☒ new; Sidewalk

☐ an enlargement of an existing feature; and/or

☐ being relocated.

☒ Feature is a replacement in-kind and in the same location. Driveway

**Description of project:** Includes removal of semi-circular concrete drive, install new Flagstone landing and walk to curb, driveway 'foot print' to remain as is with new edging/paver band, minor landscape adjustments

*To be completed by Village staff:*

Is this property within the historic district?

Yes ☒

No ☐

Staff Initials: GG

Date application filed with Village: 6/11/13

Date permit issued: \_\_\_\_\_

Expiration date: \_\_\_\_\_

## **Guidelines for Building, Replacing and Maintaining Driveways**

Village Code states that any person intending to install, replace or alter a driveway, or any material part thereof, must first obtain a Building Permit from the Village office. (Residents within the Historic District must also obtain a Historic Area Work Permit; please contact the Historic Preservation Commission directly.)

Driveways are regulated in three areas: (1) the portion of the driveway located on private property, (2) the portion of the driveway that crosses the public right-of-way, and (3) the driveway apron, which is the portion of the driveway that meets the public street. Please refer to the illustration below for an example of these components.

### ***(1) Driveways on Private Property***

Driveways on private property may be installed using any material the resident chooses (although residents within the Historic District must consult with HPC), provided that the driveway does not exceed fifteen feet (15') in width. Village Code allows residents to install a wider garage apron—the section of a driveway just forward of a garage—for two-car garages. The apron in front of a two-car garage may extend the full width of the two-car garage for a distance up to twenty feet (20') from the face of the garage. The Code applies this accommodation only for two-car garages.

### ***(2) Driveways on the Public Right-of-Way***

All driveways must cross the public right-of-way to access the street, but where private property ends and the public right-of-way begins ends is not always consistent from street to street, and may even vary from block to block (as discussed above). The first step is to determine where the right-of-way begins in front of your property. Your proposed driveway cannot exceed ten feet (10') in width where the driveway crosses the right-of-way. Also, if your driveway (whether new or replacement) crosses or intersects with a public sidewalk, the sidewalk material must be restored/maintained across the driveway so as to create a continuous public sidewalk of consistent material type.

### ***(3) Driveway Aprons***

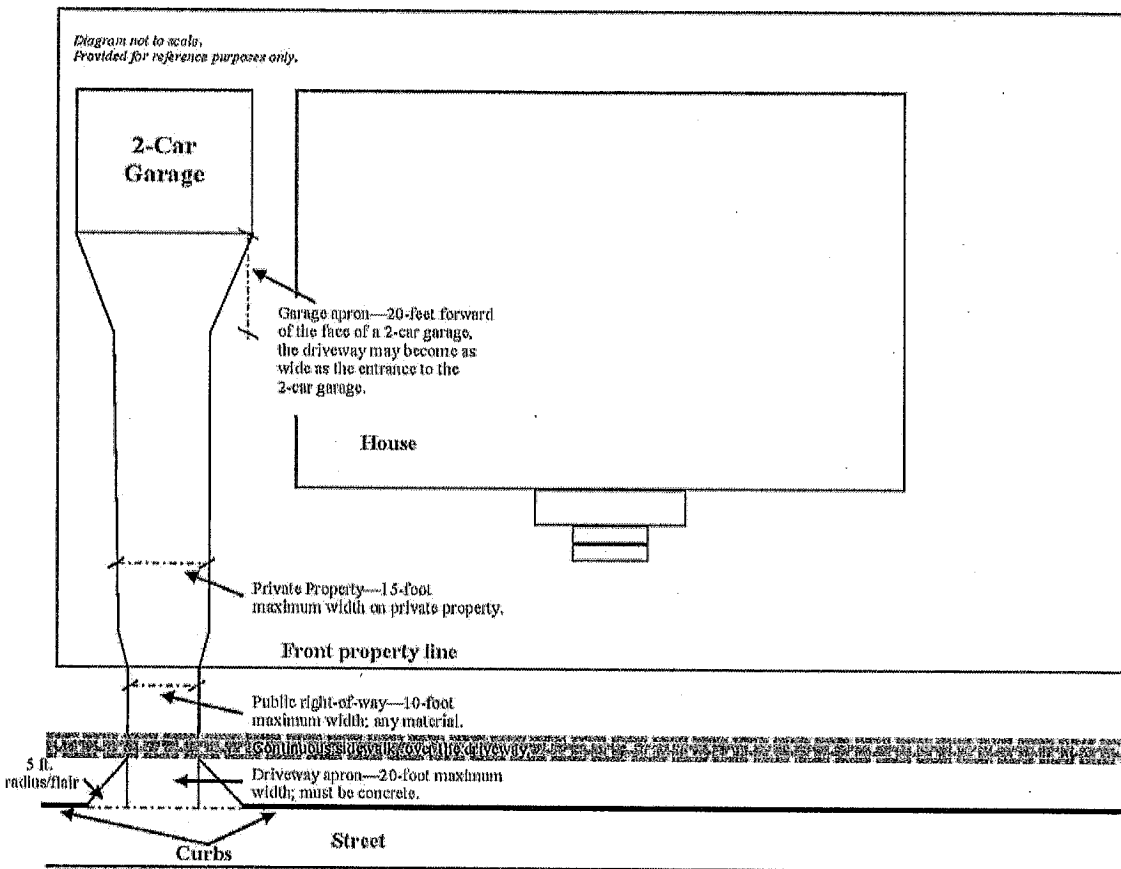
The driveway apron is the portion of the driveway that meets the public street. In addition to the ten foot (10') maximum width of the driveway where the driveway crosses the public right-of-way, the Village Code allows a five foot (5') radius on either side to establish the driveway apron, thereby allowing a maximum width at the curb of twenty feet (20'). While driveways on private property may be installed in any material or color that residents choose, the Village Code specifies that the driveway apron must be installed using concrete in accordance with current Montgomery County standards. Thus, no matter the material used for the driveway itself, the apron must be concrete.

Village Code limits the number of curb cuts permitted per property to one. Accordingly, residents who wish to install a circular driveway will need to request a variance from the Board of Managers.

Unlike other improvements in the public right-of-way, a **License to Use the Public Right-of-Way** is not required to install or replace driveways or driveway aprons. Replacement of a driveway apron is the sole responsibility of the adjoining property owner, not the Village.



**Example:**



## Building Permit Application Filing Requirements

*Application will not be reviewed until the application is complete*

- ☐ Copy of stamped approved plans from Montgomery County.
- ☐ This application form, signed by resident.
- ☐ Boundary Survey
- ☐ Site Plan (see: Village Site Plan Checklist to ensure completeness) showing exact location of existing and proposed features.
- ☐ Tree Preservation Plan requested of Village arborist (see: Village Tree Inspection Request form). All required tree protections must be fully installed before any work begins.
- ☐ Filing Fee (due at time of application). Fee schedule is listed in Chapter 6 of the Village Code.
- ☐ Damage deposit or performance bond (due when permit is issued). Amount will be set by Village Manager.

*Once this permit application is complete, the Village Manager will review the application and accompanying documents and, under most circumstances, act on the application within 5 to 10 working days. If the Montgomery County permit is suspended, revoked or lapsed, the Village permit is automatically suspended, revoked or lapsed. No signs advertising any service provider may be posted on the work site.*

**I hereby certify that I have the authority to make the foregoing application, that the application is correct, that I have read and understood all requirements and that the construction will conform to the regulations of the Montgomery County Zoning Code, the Village Code including Urban Forest code, and any covenants and easements on the subject property.**

Applicant's Signature: *[Signature]* Date: 6/10/13

For Use By Village Manager	Application approved with the following conditions:
<b>DENIED</b> JUN 18 2013 Chevy Chase Village Manager	Application denied for the following reasons:
	<i>Denial</i>
	<i>Driveway exceeds maximum</i>
	<i>allowed width on private</i>
	<i>property.</i>

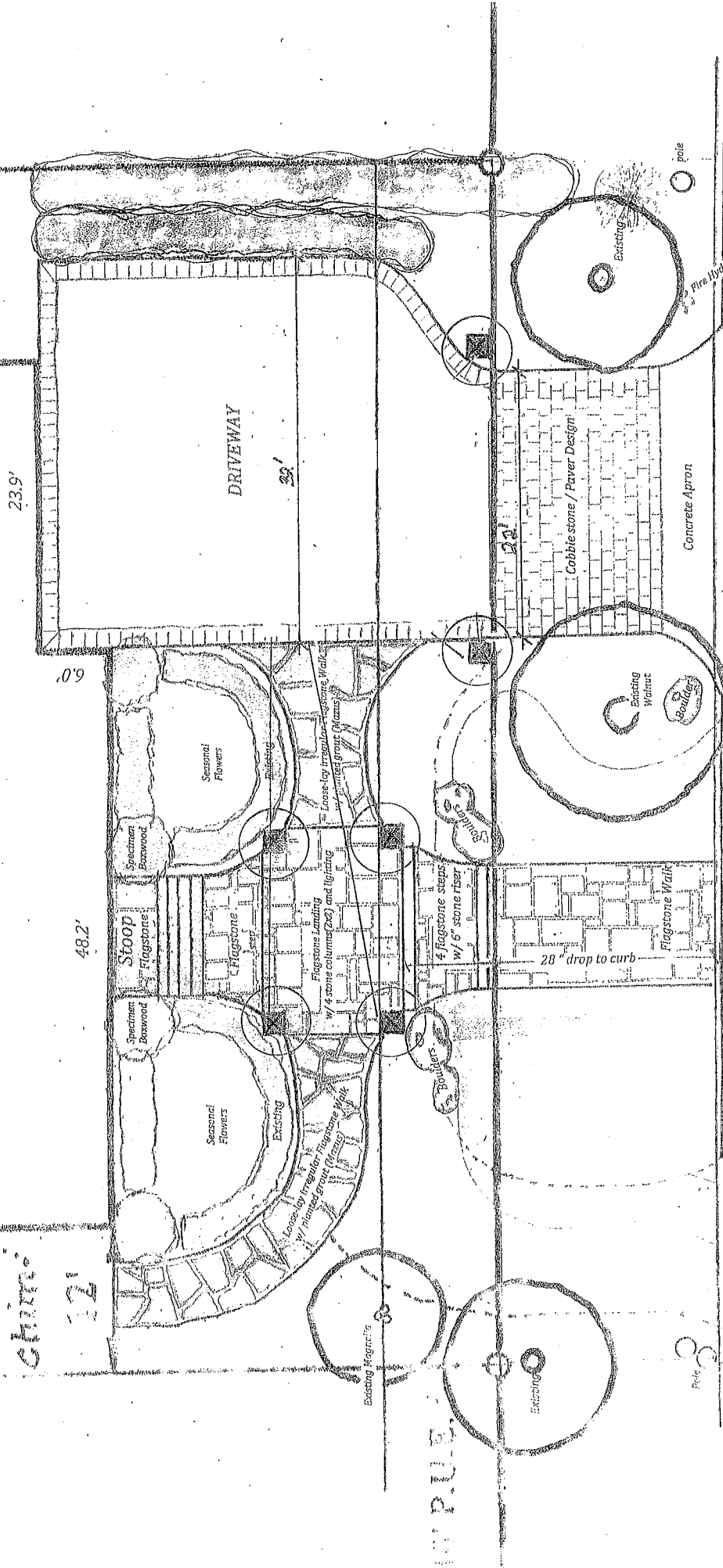
<b>Filing Fees</b> (due when application submitted)	<b>Checks Payable to:</b> Chevy Chase Village 5906 Connecticut Ave. Chevy Chase, MD 20815
Permit Filing Fee: <input checked="" type="checkbox"/> \$30.00 (if new, enlarged or relocated) <input type="checkbox"/> \$15.00 (if a replacement in-kind and in the same location) <input type="checkbox"/> \$50.00 for new curb cut. <input type="checkbox"/> \$50.00 for construction in the public right-of-way.	
Tree Preservation Plan Fee: <input type="checkbox"/> \$250.00 <input checked="" type="checkbox"/> Not required for this project	
TOTAL Fees: <i>\$30.00</i>	
	Date: <i>6/11/13</i> Staff Signature: <i>[Signature]</i>
<b>Damage Deposit/Performance Bond</b> <input type="checkbox"/> \$ _____ <input type="checkbox"/> Waived by Village Manager	Date: Village Manager Signature:

For Village Staff use: Field file for inspections by Code Enforcement Officer has been created: <input type="checkbox"/> Yes (Date: _____)
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# Entire/Goldberg Residence

111 E. Melrose Street  
Chevy Chase, Maryland 20815

Two Story Brick Residence



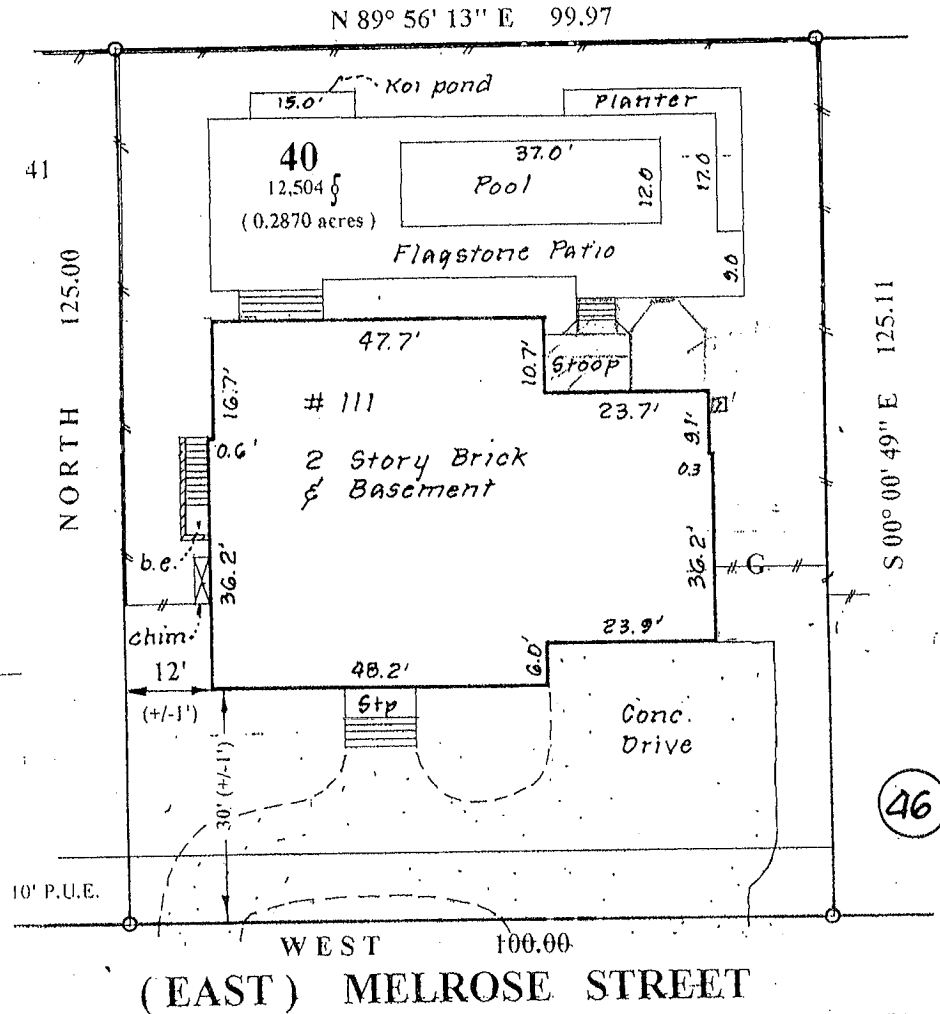
Dotted line represents  
Existing Concrete Drive  
To be removed

East Melrose Street

6/20/16

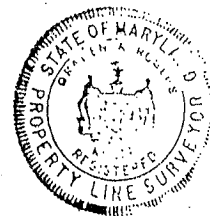
Conceptual Landscape Design  
February 2013  
Design: Bob Hawkins  
Hawkins Signature Landscapes

LANDTECH ASSOCIATES, INC.  
7307 BALTIMORE AVENUE SUITE 214  
COLLEGE PARK, MARYLAND 20740



NOTES:

1. The plat is of benefit to a consumer only insofar as it is required by a lender or a title insurance company or its agent in connection with contemplated transfer, financing or re-financing.
2. The plat is not to be relied upon for the establishment or location of fences, garages, buildings, or other existing or future improvements.
3. The plat does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing.



NO TITLE REPORT FURNISHED

LOCATION PLAT OF:

#111 (East) Melrose Street  
Montgomery County, Maryland  
SUBDIVISION Section 2

CHEVY CHASE

LOT: 40

PLAT BOOK: 142

DATE: 7-20-98

CASE NO: CC20662

BLOCK: 46

PLAT NO: 16312

SCALE: 1" = 20'

FILE NO: RC98182

CERTIFICATION: I hereby certify that the position of the significant visible improvements on the above described property has been carefully established in compliance with the "Minimum Standards of Practice" for the State of Maryland.

*Graden A. Rogers*

GRADEN A. ROGERS - PROP. L.S. MD. LIC. NO. 119

Chevy Chase Village

## Website Posting Notice

### for Appeal, Special Permit & Variance Hearings

Case Number: AA 6376

Hearing Date: N/A (admin. spec. permit)

By signing below, I acknowledge as the applicant/appellant in the above-referenced case number that all supporting information and documentation for my case will be posted on the Village's website at <www.chevychasevillagemd.gov> for review by the general public.

Applicant/Appellant Name: Susan Goldberg / Geoff Ethine

Address: 111 E Melrose Street

Telephone: 216-905-1990

E-mail: sgolberg1213@yahoo.com

Applicant/Appellant Signature: 

Agent Name for applicant/appellant (if necessary):

Telephone:

Address:

E-mail:

Signature of agent:

Village staff initials: GB

Date: 6/21/13